

**GMCW Board of Directors
Minutes of Meeting
May 22, 2006**

MEMBERS PRESENT

Stanley Allen	Greg Kubiak
Curt Brookshire	Jerry Lee
Steve Bennett	Harold Lewis
Jack Gerard	Rob Mahaffey
Larry Guillemette	Kathy McGee
Rob Hall	Jack Reiffer
Howland Hartley	
Steve Herman	

MEMBERS ABSENT

Dan Patton;
(Proxy: DiGiovanni)

EX OFFICIO MEMBERS PRESENT

Andy Hoffmann
Jeff Buhrman
Tom DiGiovanni
Steve Katsurinis

GUEST PRESENT

David Streit, Chair, Governance Committee

The meeting was called to order by Chairman Jack Reiffer at 7:00 pm.

Jack expressed thanks to Larry Guillemette for hosting the Board for this meeting.

The minutes for the Meeting of March 27, 2006 were amended and approved.

Governance Committee – David Streit

- David submitted for Board consideration, a Governance Committee roster of candidates for three-year terms as Board members.
 - Russ Capps
 - Suzette Derrevere
 - Rob Hall
 - Michael E. Hill
 - Stephen Katsurinis
 - Paul E. Pompeo
- Brief biographical information was provided on each prospective candidate.
- David also presented to the Board a statement for Mr. Pompeo stipulating that as a member of the firm of Holland and Knight, LLP his role as a Board member will not include providing legal advice.

The Board approved the roster and asked David to present it to the Chorus membership at the next rehearsal.

- New Board members will be voted on by the Chorus membership in early summer.
- David also presented a recommended list of Board officers for the coming year:
 - Greg Kubiak Chair
 - Curt Brookshire Vice Chair
 - Jerry Lee Treasurer
 - Kathy McGee Secretary
- Board Officers will be elected at the Board retreat in August
- David also announced that the Governance Committee would be drafting new language regarding the election of officers that would be more flexible and better reflect the experience of the Board over the past few years.

Treasurer's Report – Harold and Jerry

Items of note:

- Season tickets ahead of budget by more than \$3,000
- Subscription Tickets ahead of budget by more than \$20,000
- Capital Club nearly \$6,000 ahead of budget (25 for 25 & Kuntzler)
- Credit Card fees higher; in line with tickets sold
- Production expenses have been re-projected for increased costuming charges and Barbara Cook travel expenses.

It was noted that while this status is excellent, there are heavy expenditures at year-end with our June concert.

Details are in the May report (attached)

The Board approved the Treasurer's report unanimously.

2006-2007 Budget – Harold and Jerry

The proposed Budget for the coming year totals \$815, 274, a 7.9% increase over the current budget. The proposed budget is based on the following assumptions:

- An increase in ticket sales (holds the line on prices)
- Additional Spring Concert
- A \$15 increase in Membership Dues
- The recognition of Marketing Grant and the restricted gift (including corporate match) for the commission
- Continued growth of the Spring Affair
- Recognition of individual and corporate matching gifts for the new commission

Significant discussion ensued on various aspects of the proposed budget. Tom noted the report of the Dues Task Force, preferring the membership dues not be raised. He and the task force are concerned about negative reaction to raising dues.

Motion was made, which the Board approved, to adopt the proposed budget with the proviso that it would be revisited in the next Board meeting after the June Concert figures are available.

Artistic Director – Jeff

Selected highlights:

- For budgetary and venue reasons, the Messiah will be postponed from the holiday concert.
- The “new” February concert will include a new transcription of Requiem by Gabriel Faure. The transcription will be written by former GMCW music director Jim Holloway.
- The Community Outreach Committee recommendations were presented to the membership. Michael Hart has agreed to chair the new committee.
- Jeff will be requiring 15-minute voice lessons over the summer for all returning singers.

Jeff’s full report is attached.

Jeff also provided the Board with a report from the Community Outreach Task Force. The Task Force made five recommendations to the Board.

- An Outreach Committee be established to provide leadership in community outreach efforts.
- The Outreach Committee be led by a chairperson who would serve as a liaison to the membership team. The Artistic Director and the Chorus President will consult on the selection of the Committee chair.
- The Outreach Committee ensure the success of specific activities such as the AIDS walk, MLK birthday celebration, etc.
- An internal communication mechanism be developed to publicize GMCW community outreach.
- That the GMCW small ensembles be referred to as “community outreach ensembles and that the Committee re-evaluate the need for a larger community outreach chorus.

The Board approved these recommendations. The full report is attached.

Executive Director – Andy

Selected highlights:

- *Singing Free* ticket sales status and plans for promoting the concert.
- The DC Commission for the Arts Grant-In-Aid proposal is being submitted this week.
- Alumni will be invited to the Barbara Cook after-concert party.
- The significant contributions that Michael Hill, Michael Bigley, Scott Reiber, Rusty Smith, Russ Capps and Ken Yazge are making for the Barbara Cook Meet and Greet event were noted.
- Andy also recognized GMCW staff members, Rachel Williams and John Sykes for their many hours spent supporting the Spring Affair.

Andy’s full report is attached.

Chorus President - Tom

Tom provided the report of the Retention and Recruitment Committee. Some selected highlights of the Committee's suggestions for action:

- Review membership core values regularly and challenge members to reflect on how they are fulfilling these values.
- Ensure retention and recruitment issues are discussed at Membership Committee meetings with appropriate actions for follow-through.
- Reach out to diverse audiences by singing at special events commemorating significant occasions such as Black history month.
- Actively market GMCW concerts to different types of audiences.
- Develop ways to find new places that can put us in touch with diverse communities.

The entire Committee report is attached.

Personnel Committee – Curt

Curt reported no new issues on the personnel front. Andy and he are exchanging input on the GMCW personnel policies. While the current ones are fine as far as they go, they probably need to be expanded now that GMCW has a larger staff. The policy revisions are still targeted for fall completion.

Spring Affair – Greg

- Saturday's event was very successful. Greg had some very preliminary figures showing a significant increase in revenue from this year's event by perhaps as much as \$10,000. Attendance was up significantly over last year as well. The number of silent auction items was down significantly from previous years, but over-all the event was very successful. Greg will provide more specific information to the Board when the numbers have been finalized.
- Greg thanked Rob Hall, Bert le Roux, and Owen Taggart for their hard work in making the Affair a success.

Greg's interim balance sheet is attached.

Development – Greg

Greg provided a report from the Development Committee on restructuring the GMCW fundraising and donor recognition efforts. Three major changes were recommended:

- Fully recognize financial support by "counting the gift" whether in the form of cash, benefit tickets or auction purchases/donations.
- Streamline major donor giving levels from 9 to 7 and increase the basic benefit level from \$250 to \$500 (individual or couple).
- Revise the by-laws to replace the ex-officio Capital Club chair Board member with the Development Committee chair position, who shall serve on the Board ex-officio unless already a Board member.

The Board adopted these recommendations. The full Development Committee report, including a table outlining donor/benefit levels is attached.

25th Anniversary Plans – Jack R

- Jack expressed thanks to Michael Baker for his contributions to a successful anniversary and his willingness to take on this role as an ex officio Board member in this important year for us. Board appreciation was also expressed to Greg Kubiak, who took on writing the Chorus history and producing the CD that has received such high praise.

Capital Club – Jack G

- Jack G noted that the Cap Club report was really covered in the Development Committee Report.
- Jack R thanked Jack G and Steve Katsurinis for assuming the roles of Co-Chairs of Cap Club this year and for making it such a successful one under sometimes stressful circumstances.

Chairman – Jack R

- The By-laws Task Force has run into unexpected delays in re-writing the by-laws. It is now expected that they will be ready for review in the fall.
- Jack recognized Tom DiGiovanni for all his hard work as President of the Chorus. It was an eventful year, and Tom has performed magnificently.
- Jack also acknowledged Harold Lewis for his many years as Treasurer. They have been eventful and fruitful years, and Harold's advice has been invaluable in keeping us on track and in the black.

Resignation – Stanley Allan

Stanley informed the Board that he and John are moving to Albuquerque next week. He is, therefore, resigning from the Board. He expressed his appreciation for working with the Board.

The meeting was adjourned at 9:00 pm.